

**Minutes of Meeting  
BOARD FOR CONTRACTORS  
INFORMAL FACT-FINDING CONFERENCES  
August 25, 2005 (10:30 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Marion Cooper, Presiding Officer, presided. No Board Members were present.

Victoria S. Traylor appeared for the Department of Professional and Occupational Regulation. Linda Jackson and Kera Woodard, Board Administrative Proceedings Section, of the Department of Professional and Occupational Regulation attended the Informal Fact-Finding Conferences.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case  
Lic = Licensing Application  
RF = Recovery Fund Claim  
Trades = Tradesmen Application

C = Complainant/Claimant  
A = Applicant  
R = Respondent/Regulant  
W = Witness  
Atty = Attorney

**Participants**

1. Phillip and Sim Sui Chan  
and Cornerpost Construction, Inc.  
File Number 2004-03306 (RF)  
**(No Decision Made)**

Phillip Chan – C  
Wm. Webb – C's Atty

2. Leslie R. Edmondson and  
Beach View Enterprises Inc.  
File Number 2004-04008 (RF)  
**(No Decision Made)**

Edmondson – C  
Donald Spitzli – C Atty

3. Greeson and  
Edward S. Pultz Jr.  
File Number 2004-03141 (RF)  
**(No Decision Made)**

Patricia Greeson – C

4. John Brooks and  
Stephen A. Sheffield  
t/a S A Sheffield Well Driving  
File Number 2004-03309 (RF)  
**(No Decision Made)**

Brooks – C  
E. Godwin-Jones – C Atty

5. William & Zeldna Clarke  
and Donald and Woody Belcher  
t/a Belcher & Son Home Improvement  
File Number 2004-03210 (RF)  
**(No Decision Made)**

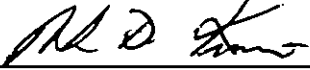
William Clarke – C  
Zeldna Clarke – C

6. William & Zeldna Clarke  
and G&E Construction Company, Inc.  
File Number 2005-05058 (RF)  
**(No Decision Made)**

William Clarke – C  
Zeldna Clarke – C  
G&E Const. – R

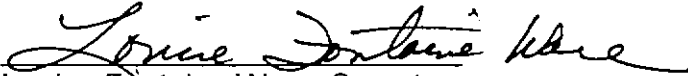
The meeting adjourned at 3:45 p.m.

BOARD FOR CONTRACTORS



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Mark D. Kinser, Chairman



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Louise Fontaine Ware, Secretary

COPY TESTE:

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Custodian of Records

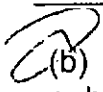
**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTEREST ACT**

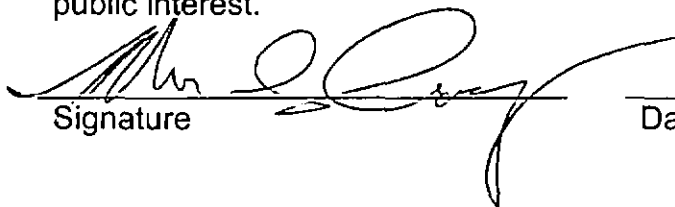
**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Marion Cooper
2. Title: Presiding Officer
3. Agency: Depart. Of Professional & Occupational Regulation
4. Transaction: Informal Fact-Finding Conferences on August 25, 2005
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

 (b) I am able to participate in this transaction fairly, objectively, and in the public interest.

 \_\_\_\_\_  
Signature Date 8-25-05